



City of Houston — Houston Public Works

Building and Development Services

1002 Washington Ave. 1st Fl. Houston, TX 77002

Phone: 832.394.8880 / Email: elocks@houstontx.gov

OFFICE USE ONLY	
PROJECT NO.	

ELECTRONIC LOCK PERMIT APPLICATION

Applicant Information

Date	Applicant Name	E-mail
Relationship to Project		Contact Phone No.
Installer	Architect/Designer	Agent
Other: _____		
Access Control Installation Company		Contact Phone No.

Property Information

Business Name (Tenant)	Project Address	Bldg. No.	Unit/Ste. No.
City	Zip Code	County	Key Map #
			No. of Floors

Use of Space/Building

Retail	Parking Garage	Other
Office	Apartments	_____
Warehouse	Hospital	_____
School	Restaurant	_____

Project Information

Total Cost of Improvements	Square Footage of Scope
Sprinklers	Yes Percentage _____ Type _____ No

Type of Locks

Magnetic Lock (ML)	Microswitch Crashbar (MS)
Electric Strike (ES)	Vertical Rod Crashbar (VR)
Electrified Handset (EH)	Latch Retraction (LR)
Electric Rim Strike (RS)	Delayed Egress (DE)
Other	Other
_____	_____
_____	_____

Prerequisites

2 sets of Plans w/Spec(s)	Scaling Size Identified
One-line Diagram	Existing Door Info.
Doors Numbered	Wiring Declaration Statement
Legend	All Re-entry Floors Listed
Address Matches App.	Listed
Total Square Feet Listed	
Sprinkler System Identified	
Total Number of Floors in Bldg.	

Other Remarks: _____

Note: All electronic locking devices shall be permitted and inspected.

Signature of Applicant _____

Date _____